

Kenya Bird Map

<http://kenyabirdmap.adu.org.za/>

12 simple steps to submit your records



How to submit a Card/ field sheet

Step 1: Go to kenyabirdmap.adu.org.za

Step 2: Log in using the email you registered with in the log in box in the upper right-hand corner of the website where you see:

Email:	<input type="text"/>	Observer No.:	<input type="text"/>	Password:	<input type="password"/>	
						New Password or Forgot password

- Do not worry about your Observer Number, it will appear automatically once you key in your email address and password.



- Now click on the blue icon to proceed:
- If you cannot remember your password, click "**New password or Forgot password**" below the log in fields to create a new password.

Step 3: From the menu on the left hand side select "**Add a Card/Field Sheet**". A new page will appear like this:

Pentad	Date	Obs #	CS #
			40141
			Pentad: 
			Start date: 201- Y 07 M 02 D
			End date: 201- Y 07 M 02 D
			Start time: 00 H 00 M
			Includes Nights: <input type="checkbox"/> Does this card include night observations
			All habitats: <input type="checkbox"/> Did you cover all habitats in the pentad
			Hour 1: 0 These are cumulative totals.
			Hour 2: 0
			Hour 3: 0
			Hour 4: 0
			Hour 5: 0
			Hour 6: 0
			Hour 7: 0
			Hour 8: 0
			Hour 9: 0
			Hour 10: 0
			Total Hours: 0 Total hours observing, both intensive and additional time spent
			Total Species: 0
			Protocol: Full protocol
			Save this card and add species: 

Key to "Add a Card/Field Sheet" webpage

- A. **'CS#'** stands for 'Citizen Scientist #' and is your observer number that you were issued with when you registered. It is automatically displayed here for you.
- B. **Pentad** is the small grid square you were birding. It covers 5 minutes of latitude by 5 minutes



of longitude (approximately 9km by 9km). By clicking on the icon you will be connected to Google Maps which will easily locate the pentad you were birding.

- C. **Start date and End date:** These are the dates you started and ended your birding. Remember the maximum observation time for one card is five days. Therefore the dates that you indicate on these fields should be within the five days.
- D. **Start time** means the time you started your birding.
- E. **Hour 1, 2...10** - Requires you to enter the number of species seen after every hour as you have indicated in your field book. If the last species in the first hour was number 34, indicate this number in the "**Hour 1**" field and if by the end of the second hour you stopped at 66 species, the "**Hour 2**" field will read 66.
- F. **Total Hours:** These are the total number of hours you spent when birding.
- G. **Total Species:** This is the total number of species you saw during your birding.
- H. **Protocol:** It can either be Full protocol-where you do birding for two hours or more OR Ad hoc protocol- This is birding done for less than two hours. It is equally useful for mapping the distribution.
- I. **Save this card and species:** Requires you to save the information you have filled in the



different fields. Clicking this icon will save your work otherwise known as card.

Step 4:To locate the pentad you were birding:



- Click on the blue icon marked B in the picture above. A Google Maps map of Kenya will appear.
- Right click and hold the mouse button to grab the map. This will enable you to move it around. Zoom the map in or out to see detail in the map.
- Once you have located the position, click on it, a red square will appear around the point you clicked. This is the pentad that covers the area you were birding (see the pentad that covers the National Museums of Kenya headquarters in Nairobi: shown here on the right). You can zoom in to see all the areas that the pentad covers. Now close the map window. A code will appear

on the '**pentad**' box. This is known as the pentad code.

Step 5: Enter the start date and end dates of your birding for this card in the order YMD (i.e. Year, Month Date) as well as the time you started your birding - for example 0730.

Step 6: Now indicate if you surveyed at night and if you covered all habitats in the pentad (note it is not a problem if you did not - but it is important to know for later analysis). Leave the small box blank if you did not survey during the night or cover all habitats in the pentad. Click on the small box to tick if you did.

Includes Nights:	<input checked="" type="checkbox"/>	Does this card include night observations
All habitats:	<input type="checkbox"/>	Did you cover all habitats in the pentad
Hour 1:	<input type="text" value="34"/>	These are cumulative totals.
Hour 2:	<input type="text" value="66"/>	
Hour 3:	<input type="text" value="0"/>	
Hour 4:	<input type="text" value="0"/>	
Hour 5:	<input type="text" value="0"/>	
Hour 6:	<input type="text" value="0"/>	
Hour 7:	<input type="text" value="0"/>	
Hour 8:	<input type="text" value="0"/>	
Hour 9:	<input type="text" value="0"/>	
Hour 10:	<input type="text" value="0"/>	
Total Hours:	<input type="text" value="2"/>	Total hours observing, both intensive and additional time spent
Total Species:	<input type="text" value="66"/>	
Protocol:	<input type="text" value="Full protocol"/>	
Save this card and add species: 		

Step 7: Indicate the number of species you have seen per hour - for example 34

in the first hour and by the end of the second hour 66. This tells us that you saw 32 new species in the second hour. In other words, these are cumulative totals.

Step 8: Indicate the total number of hours you spent birding. It is simple, you will be guided by what you indicated in step 7 - in this case it is 2 hours. Also indicate the total number of species you saw - for example 66. This is the figure in you last hour of birding.

Step 9: Indicate if it is a **full protocol** or **Ad hoc protocol** by clicking on the "Protocol" drop down box. Remember, a full protocol is where you have bird watched for two hours or more while Ad hoc protocol is where you are unable to do birding in a pentad for two full hours but can make a useful list of species while visiting an area.

Step 10: Now save the card by clicking

the blue icon  at the bottom right corner of the page. A new page will appear that will allow you to enter the species. In the new page, you will see everything you had indicated in the various fields above.

Step 11: To enter species:

- Scroll down and click in the field labeled 'Search' (marked as #1 on the image below). This is where you enter the species name. Just search for the specific species name from the list showing in the large box (#2).
- To search for a species enter any sequence of letters and spaces from the name and click **<Enter>** on your computer keyboard. For example, if the species you saw and want to enter was the Common Bulbul, you can type the word "Bulbul" in the "**Search**" field. Then press "**Enter**" and all the bulbuls in Kenya will be listed. Alternatively you can type "on bu" (i.e. the end of 'Common' and start of 'Bulbul') and it will show just two species which have this sequence of letters and a space in their name - Common Bulbul and Common Buttonquail.

The screenshot shows the 'Edit a Field Sheet' interface. It includes a header section with fields for Card number, Observer number, Start date, End date, Start time, and Incl Nights. Below this is the 'Additional observers' section. The 'Current observers list' section is empty. The 'Add a species' section features a search box (labeled #1) containing 'bulbu' and a list of species (labeled #2) including (Western) Bearded Bulbul, African Red-eyed Bulbul, Black-collared Bulbul, Cape Bulbul, Common Bulbul, Comoro Bulbul, Dark-capped (Black-eyed) Bulbul, and Dodson's Bulbul. A blue plus icon (labeled #5) is on the right of the list. Below the list is a 'Current species list' (labeled #3) with two entries: Common Bulbul and Amethyst Sunbird. A blue plus icon (labeled #4) is also present in the top right corner of the interface.

Either way, select Common Bulbul by clicking on its name and make sure it is highlighted in

blue and then add it to the species list, by clicking on the blue icon:  on the right hand side of the page. The species selected will appear on the list below the search section.

- Now continue adding the species in the order you saw them and recorded in your note book. In case you add a species that you did not intend, simply delete the species by clicking the red 'dustbin' icon beside the species name:
- You can also replace the wrong entry with another by clicking on the species number (see #3 above. A list of all the species in Kenya is going to appear -see #6 in the picture below. Select the correct entry (replacement species) and click on “update”-marked #7 below.



Add a species

Sequence Select species

(Angola) White-headed Robin-Chat (*Cossypha heinrichi*)
 (Cameroon) Mountain Sawwing (*Psalidoprocne fuliginosa*)
 (Common) Goldeneye (*Bucephala clangula*)
 (Greater) Hoopoe-Lark (*Alaemon alaudipes*)
 (Greater) White-fronted Goose (*Anser albifrons*)
 (Mount) Cameroon Francolin (*Pternistis camerunensis*)
 (Northern) Long-tailed Glossy-Starling (*Lamprotornis caudatus*)
 (Prince) Ruspoli's Turaco (*Tauraco ruspolii*)

Search: Enter a few letters from the name of the species and press enter!

Select the replacement species and press Save.

4 962 2755780

Swallow, Barn (*Hirundo rustica*)
 Swallow, Black-and-rufous (*Hirundo nigrorufa*)
 Swallow, Blue (*Hirundo atrocaerulea*)
 Swallow, Ethiopian (*Hirundo aethiopica*)
 Swallow, Forest (*Hirundo fuliginosa*)
 Swallow, Greater Striped (*Hirundo cucullata*)
 Swallow, Grey-rumped (*Pseudhirundo griseopyga*)
 Swallow, Lesser Striped (*Hirundo abyssinica*)
 Swallow, Mosque (*Hirundo senegalensis*)
 Swallow, Pearl-breasted (*Hirundo dimidiata*)
 Swallow, Pied-winged (*Hirundo leucosoma*)
 Swallow, Preuss's (Cliff) (*Hirundo preussi*)
 Swallow, Red Sea (Cliff) (*Hirundo perdita*)
 Swallow, Red-breasted (*Hirundo semirufa*)
 Swallow, Red-chested (*Hirundo lucida*)
 Swallow, Red-rumped (*Hirundo daurica*)

Update

#6

#7

NOTE!!

If you get engaged somewhere else before you have finished entering your records, you can save your work/card by clicking on  at the top of the page -see #4 in step 11 above and come back to it later.

To embark on your saved card:

- Log in as usual and click on "**Add a Card/Field Sheet**" on the left hand side menu of the website. A page will appear like this:

Pentad	Date	Obs #
0320_3830	2014-07-07	40141

CS # 40141

Pentad: [input field]

Start date: 2014 Y 07 M 12 D

End date: 2014 Y 07 M 12 D

Start time: 00 H 00 M

Includes Nights: Does this card include night observations

All habitats: Did you cover all habitats in the pentad

Hour 1: 0 These are cumulative totals.

Hour 2: 0

Hour 3: 0

Hour 4: 0

Hour 5: 0

Hour 6: 0

- You will see your saved card on the pending field sheet window (see the picture above). To continue adding the species, click on the pencil icon marked **A** above. A new page will appear and you will see all the species you had entered earlier.
- Proceed with the procedure in Step 11 above.

Step 12: Once you have finished entering all the species double check your entries to make sure that no mistakes were made during the data entry. Once you are happy all is in order,

then **SUBMIT** your card by clicking the home icon  at the top of the page -see #5 above.

You will have completed and submitted a Kenya Bird Map record card!